



**WASHINGTON STATE NURSING CARE QUALITY ASSURANCE COMMISSION
PRACTICE SUBCOMMITTEE MEETING MINUTES
Minutes for the Special Meeting on October 13, 2004 -3:00PM to 4:00PM**

**Department of Health Point Plaza East, 310 SE Israel Rd. Tumwater, WA 98501
If you have any questions, please call Mike Kramer at (360) 236-4724**

Committee Members: Judy Personnett, RN, EdD., Chair; Richard Cooley, LPN; Marty Herriott, RN, ARNP; Shannon Fitzgerald, RN, MSN, ARNP, Pro-Tem; Jeanne Vincent, RN, MS, CPHQ, Pro-Tem

AAG: Laura Williams, AAG

Staff: Chuck Cumiskey, RN, BSN, Practice Program Manager; Mike Kramer, Secretary Administrative

Staff present: Joan Wilson, Education Manager, Karl Hoehn, Lead Staff Attorney, Mike Kramer, Secretary Administrative.

Absent: None.

Guests present Joanna Boatman, RN, President, WSNA, Hilke Faber, WSNA, Doris Barrett, DSHS.

Review September 8, 2004 minutes: Approval/Motion to approve minutes. Motion passed.

1. Old Business:

- A. License Verification Policy-**
Review the attached letter that will be sent to hospital, health organizations that work with licensed nurses. (see attached letter) Laura Williams, AAG proposed some minor changes. **Motion was made to accept the letter with the proposed changes. Motion passed.**
- B. Review a draft of the Interpretive Statements, Advisory Opinions, & Position Statements policy to the Commission completed by Laura Williams and Chuck Cumiskey. (See attached document). The draft was approved and will be presented at the next Commission meeting in November.**
- C. The Practice Subcommittee needs to clarify it is appropriate for LPNs to administer procedural sedation. The Commission requested that the Practice subcommittee re-evaluate their position on this topic.**
 - 1. Discuss the topics below-**
 - Do we need to revise the Procedural Sedation position statement?
 - Should we consider revision of the SOP decision tree?????
 - Roberta Schott stated that she believes Procedural Sedation is within the scope of the LPN if they receive special training. **Shannon will draft a revision of the position statement outlining the Commission's position that LPN's should not be allowed to administer conscious sedation. The**

statement will also be part of the decision tree. A motion was made to draft the statement and a second motion was made to add it to the Decision Tree. Both motions passed.

2. New Business

- A. Update on the Continued Competency Taskforce (Chuck Cumiskey)
The Taskforce met the beginning of October. The Taskforce considered the fiscal impact of any proposed continuing education requirement. The second meeting will take place on November 3rd prior to the Commission meeting. Chuck will provide an update at the next Commission meeting on November 4th.
- B. Update on the review of Practice Guide (Jeanne Vincent and Marty Harriott)
Jeanne and Marty presented the changes to the table of contents that they had come up with. The following changes were proposed:
- **Revise the Table of contents.**
 - **Section 1-Delete the Committee's Strategic plan. All tasks have been completed.**
 - **Section 2-Put the HPQAD policy in the appendix. Retain the scope of practice and decision tree in the initial part of the section.**
 - **Sections 3 to 5-Define what each section means in the index for the section.**
 - **Section 4-Delete the highlights from previous newsletters section and replace with the position statements; Photocopying of licenses will be replaced with the letter once approved by the Commission, RNs performing catheterization will be moved to the end of the section. The 4 requirements for school nursing will be added to the school health section. Job titles will be added to the appendix.**
 - **Section 6-Newsletter article on job titles will be moved to the Highlights in Previous Newsletters section.**
 - **Section 7-Delete.**
 - **Section 8-Delete the Medication Assistance section.**
 - **Section 9-Delete the 7 pages of board contact information and replace with the web address for NCBSN.**
 - **Section 10-Delete.**
 - **Section 11-Add the web address for the Superintendent of Public Instruction.**
 - **FAQ section-Revise the section to begin with broad categories and move to the specific.**

3. The order of the agenda items maybe changed to accommodate presenters or other issues as needed.

- A. Schedule future meetings for the next four months /the next three practice sub-committee meetings are scheduled for November 10th, December 8, and January 12th at 3:00PM. The meetings will take place in PPE 131-A.

Meeting adjourned at 3:48PM.

Next meeting: November 10th at 3:00 PM.